

APPENDIX H
AUTOMATION COSTS
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NOTE: As of the printing of this EC, the Information Technology Investment Portfolio System (ITIPS) was not funded by the HQUSACE Senior Program and Budget Advisory Committee to continue in FY 2002. A mid-year request for funding is pending. The instructions in this appendix assume the availability of ITIPS in FY 2002. Should the system be discontinued due to lack of funding, an alternative means of reporting automation costs will be provided.

APPENDIX H AUTOMATION COSTS

H-1.1. **Background.** House Report 103-135, June 17, 1993, accompanying the Energy and Water Development Appropriations Bill, 1994, directs the Corps to "provide separate and distinct data for automation costs" in future program requests. The basis for this request is the Committee's belief that "the cost attributable to the development and implementation of automated programs of the Corps of Engineers is entirely unreasonable." In accordance with this direction, the Civil Works Directorate has provided Congress with a display of estimated automation costs with its FY95-02 program submissions. These displays have divided automation costs into three main categories: hardware, software (automated information systems), and personnel.

For FY02, the primary sources of data on estimated hardware costs were Plant Replacement and Improvement Program (PRIP) ~~three~~five-year plans (for minor items), PRIP major item new start requests and continuing major item updates, and the Information Technology Investment Portfolio System (ITIPS) which is used for planning, programming and tracking information technology (IT) investments, and includes funding requirements and histories. Personnel costs were retrieved, by activity, from the Automated Civilian Personnel System (ACPERS).

H-1.2. **Program Development Concepts.** For FY03, the Corps will continue to provide a display similar to that of prior years, dividing automation costs into the categories of hardware, software and personnel.

For FY 02, we grouped hardware acquisition costs in terms of the following IT classifications:

- automated engineering tools;
- office automation and other general purpose;
- communications;
- and automated information systems.

Additionally, we distinguished between items proposed for PRIP acquisition (i. e., items supporting more than one project or program and costing more than \$25,000), also displayed under the Revolving Fund section of the program; and items costing less than \$25,000, and expensed, or acquired using specific study, project or program funds.

For FY02, AIS were grouped as Corps-wide or local. Corps-wide systems were further grouped under functions supported, such as, engineering, construction, and operations and maintenance functions. Local systems were grouped by MSC.

H-1.3. **Program Guidance.** ITIPS must be maintained up-to-date and reflect your best estimate of what actual requirements will be because it is being used as the data source for the estimate of our automation costs which is going to Congress. The PRIP ~~Three-Five~~ Year Plan remains primarily a planning tool, but since the data in it is used to prepare our automation costs estimate it is important that it too reflect your best estimate of what actual requirements will be.

H-1.4. **Submission Dates and Requirements.**

a. **Information Technology Investment Portfolio System.** In the case of the ITIPS, which is continually available for updating, the most important data elements for the Civil Works automation

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budget are ~~FY 02 asset acquisition plans implicit within the RSMS_ASSET tables and the FY 03 fund source, operation and support costs, in-house operation and support FTEs, and program costs to complete, and in-house FTEs to complete requirements in the AIS_BUDGET tables. Other information which may have a bearing on the FY 02 costs should be included in the "Comments" field.~~ Please ensure that the ITIPS is updated continually. (In accordance with ER 25-1-2, the functional proponent has Life Cycle Management of Information Systems (LCMIS) responsibility for any AIS. Although this party may not be responsible for entering data into the ITIPS, it is responsible for the accuracy of the data.)

| b. **PRIP Three-year Plan.** A new PRIP ~~Three~~Five-year Plan must be submitted annually on ~~15 Oct~~30 Jul, and should be ~~kept up-to-date.~~ ~~reviewed for possible revision no later than 15 April.~~ However, a A revised plan can be submitted at any time. Please ensure that your current PRIP ~~Three~~Five-year Plan contains accurate FY 03 estimates for Categories 80 (Software) and 90 (Hardware).